

ITEMS NECESSARY ON A PRELIMINARY PLAT

The items below must be included on all preliminary plats before the Richmond Hill Planning Commission will review them.

- ____ 1. The Preliminary plat shall be clearly and legibly drawn at a minimum scale of 100 feet to the inch.
- ____ 2. Sheet size shall be no longer than 18 by 24 inches. If the complete plat cannot be shown on one sheet of this size, it may be shown on more than one sheet with an index map on a separate sheet of this same size.
- ____ 3. The preliminary plat shall show ground elevations, based on the datum plane of the U.S. Coastal and Geodetic Survey (or a datum plane approved by the city engineer):
 - A.) For land that slopes less than two percent, the preliminary plan shall show spot elevations at all breaks in grade, along all drainage channels, or swales, and at selected points not more than 100 feet apart in all directions.
 - B.) For land that slopes two percent or more than two percent:
 1. If the ground slope is regular, show contours with an interval of not more than five feet.
 2. If the ground slope is irregular, show contours with an interval of not more than two feet.
 3. A tie to one or more benchmarks shall be shown.
- ____ 4. The preliminary plat shall contain the following information:
 - ____ A.) Name and address of the owner of record and of the subdivider.
 - ____ B.) Proposed name of the subdivision and its acreage.
 - ____ C.) North arrow, graphic scale and date of preparation.
 - ____ D.) Vicinity map showing location and acreage of the subdivision.
 - ____ E.) Exact boundary lines of the tract by bearings and distances.
 - ____ F.) Names and owners of record of adjoining land.
 - ____ G.) Existing streets, utilities and easements on and adjacent to the tract.
 - ____ H.) Proposed layout, including streets and alleys with proposed street names, lot lines with approximate dimensions, easements, land to be reserved or dedicated for public uses, and any land to be used for purposes other than single-family dwellings.
 - ____ I.) Block numbers and lot numbers.
 - ____ J.) Provisions for water supply, waste water and stormwater drainage in accordance with the pertinent city ordinance.

- ☐ K.) Minimum building setback lines.
- ☐ L.) Such street cross section and centerline profiles as may be required by the city engineer or other city official.
- ☐ M.) Minor streets will be included in subdivision plats where applicable.
- ☐ N.) Wetlands delineated.
- ☐ O.) Flood zones delineated.

This information was taken from the city of Richmond Hill ordinances sections 58-157 thru 58-160.

Sec. 58-161. Certificate of tentative approval.

A certificate of tentative approval of the preliminary plat by the planning commission shall be inscribed on the plat as follows:

"Pursuant to the Subdivision Ordinance of Richmond Hill, Georgia, all the requirements of tentative approval having been fulfilled, this preliminary plat was given tentative approval by the Richmond Hill Planning Commission on _____, 20____ and the city council on _____, 20____. This tentative approval does not constitute approval of a final plat. This certificate of tentative approval shall expire and be null and void on _____, 20____."